

**Handbook of  
Accreditation  
For the Government of India Schemes of Skill  
Development in ESDM Sector**



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## Expression of Interest for Accreditation of NIELIT Training Partners for ESDM Courses

### 1. INTRODUCTION

National Institute of Electronics & Information Technology (NIELIT) J&K invites applications from NIELIT Hardware accredited Institutes, AICTE/Central/State Government/Technical Board /Polytechnic /ITI's/NCVT /NIELIT O/A/B level (Software) and other training institutions operating in the field of Electronics to submit their Expression of Interest (EOI) for providing "Skilled Human Resource to Electronics System Design & Manufacturing (ESDM)" in accordance with the conditions and manner prescribed in this Expression of Interest document.

**Purpose:** The purpose of this Expression of Interest is to shortlist Training Partners among:

- ***Class A – NIELIT CHM O/A level hardware accredited Institutes.***
- ***Class B – Existing AICTE/Central/State Government/Technical Board /Polytechnic /ITI's/NCVT /NIELIT O/A/B level (Software) and other training institutions operating in the field of Electronics.***

### 2. OBJECTIVE OF ESDM SCHEME:

The objective of the scheme is to enhance the human resource availability in the Electronics System Design and Manufacturing (ESDM) sector.

**Target Group:** Attract the Human resource undergoing studies in schools (IX standard onwards)/ ITIs/Polytechnics/UG Colleges (non-engineering) and the school drop outs/unemployed youth and provide them additional skills that are recognized by industry for employment in the ESDM sector.

#### **Level-wise Eligibility, Targets & Fees**

<b>Applicable to the batches starting on or After 01 Apr 2018</b>				
Reimbursement of Course fee : 80% on Certification and 20% on Placement				
<b>Level</b>	<b>L1-L2</b>	<b>L3</b>	<b>L4</b>	<b>L5</b>
<b>Upper Ceiling in Course Hours for re-imbursement of Fee</b>	<b>200 hrs</b>	<b>300 hrs</b>	<b>350 hrs</b>	<b>400 hrs</b>
<b>Course Fees</b>	The base cost for Service Sector is Rs.41.90 per hour and the base cost for Manufacturing Sector is Rs.48.90 per hour. Actual duration as per the NSQF course list.			
<b>Manufacturing Sector Courses (Rs.)*</b>	9780	14670	17115	19560
<b>Service Sector Courses (Rs.)*</b>	8380	12570	14665	16760
<b>RCCF (Rs.)</b>	762	1210	1815	1905

### 3. WHO CAN APPLY FOR ACCREDITATION

Education plays a vital role in the development of any nation. Therefore, there is a premium on both quantity (increased access) and quality (relevance and excellence of academics programs offered) of higher education. Like in any other domain, the method to improve quality remains the same that is, finding and recognizing new needs and satisfying them with products and services of HIGH standards.

NIELIT ESDM accreditation is a quality assurance scheme for technical education. It is open to all AICTE/NCVT approved Institutions and those centers which are already empanelled/accredited by NIELIT and all others which provide technical education to students.

Taking into consideration the large network of technical education in the country, NIELIT will offer accreditation at two levels at par with each other. Under **Class A** accreditation existing NIELIT Hardware (CHM-O/A Level) recognized Institutions will be approved for ESDM courses. Under Class B accreditation the existing AICTE/Central/State Govt./ Technical Board/Polytechnic/ITIs / NCVT approved Institutions will be approved for the ESDM courses on a self-accreditation model. Besides, under **Class B** accreditation, **NON - NIELIT Hardware accredited Private Training Institutions or the already approved NIELIT Centers (Software – O/A/B/C Level)** will be accredited for the ESDM courses they wish to take on for training the students.

### 4. TYPE OF ACCREDITATION

- i. **Class A:** Existing NIELIT Hardware (CHM-O/A Level) recognized Institutions independently operating in Vocational Space are eligible to conduct the ESDM courses. The Institute must ensure availability of infrastructure commensurate with the courses they wish to apply for. Self-certification to this effect with detailed list of infrastructure available should be submitted along with the application. Accreditation will be subject to a physical verification of premises as well as related infrastructure.
- ii. **Class B:** Existing AICTE/Central/State Government/Technical Board/Polytechnic/ITIs / NCVT and other private Institutions can take up the Class B accreditation. The Institutions falling under this category will be required to submit Self-Certification documents and Statements. A sudden and uninformed visit may take place for the purpose of verification.

### 5. REQUIREMENTS AND ELIGIBILITY OF THE INSTITUTIONS

- i. Institutions should fall under any of these categories:
  - a. NIELIT Hardware (CHM-O/A Level) accredited
  - b. Institutions approved by Councils under Central Government like AICTE
  - c. College/Institutes/ITIs/Polytechnics affiliated to a University set by Central or State/ UT Government or recognized by UGC
  - d. Schools/Institutes/ ITIs/Polytechnics approved by Central or State Boards of Secondary Education (or equivalent) or Boards of Technical Education or NCVT.

- e. Any other institute set up by Central or State/ UT government.
- f. Other training Institutions operating in the field of Electronics.
- g. Training institutions set up by private companies to meet the skilled manpower requirement for in-house needs or for the Electronics sector.
- ii. Institutions should be in operation for at least last two years.
- iii. Institute shall be set up under one of the following :
  - a. A Society registered under the Registration of Societies Act 1860 through the Chairman or Secretary of society or
  - b. A Trust registered under the Charitable Trusts Act 1950 or any other relevant Acts through the Chairman or Secretary of the trust or
  - c. A company established under Section 25 of Companies Act 1956.
  - d. Central or State Government / UT Administration or by a Society or a Trust registered by them.
  - e. The above bodies as mentioned in a, b, c may be a body formed under Public Private Partnership (PPP) or under Board of Trustees mode through an officer authorized by Central or State Government / UT Administration.
- iv. The applicants shall not use name of the technical Institution in such a way that the abbreviated form of the name of the technical Institution becomes IIM/IIT/IISc/NIT/IIIT or a statutory body such as AICTE/UGC/MHRD/GoI or NIELIT. The applicant shall also not use the word(s) Government, India, Indian, National, All India, All India council, Commission anywhere in the name of the technical Institution and other names as prohibited under the Emblems And Names (Prevention of Improper Use) Act, 1950. Provided that the restrictions mentioned above shall not be applicable, if the technical Institution is established by Government of India or its name is approved by the Government of India.
- v. The Institute should have ownership or lease of requisite land/building in its name.
- vi. Institution should have the basic facilities like permanent structure for class rooms and laboratories.
- vii. Well ventilated classrooms and laboratories of size at least 40 sq mt each, the basic amenities like drinking water, toilets (separate for men and women), well equipped labs (as per course requirements), electricity connection with power backup solutions to take care of power outages.
- viii. Furniture for all the classrooms/labs/A-V room/library/ staff rooms etc.

ix. Area Requirements for one batch of 25 students (minimum)

Requirement/Level	L 1	L2	L3	L4	L5
<b>Classroom (approx size)</b>	40 sqm	40 sqm	40 sqm	40 sqm	40 sqm
<b>Lab/workshop(approx size)</b>	40 sqm	40 sqm	40 sqm	40 sqm	40 sqm
<b>Admin space</b>	Adequate	Adequate	Adequate	Adequate	Adequate
<b>Amenities</b>	Adequate	Adequate	Adequate	Adequate	Adequate
<b>Parking area</b>	Adequate	Adequate	Adequate	Adequate	Adequate

x. Faculty Requirements for one batch of 25 students (minimum)

	L 1	L2	L3	L4	L5
<b>Faculty</b>	01 B.Tech/M. Tech. or eq.		02 B.Tech/ M. Tech. or eq.		
<b>Lab support staff</b>	1 Diploma/CHM-O/A Level/ITI or eq.		2 Diploma/ CHM-O/A Level /ITI or eq.		

a. Equivalent qualification as defined by AICTE/UGC/AIU or other competent authority.

b. With increase in intake the faculty to student ratio should not be less than 1:30.

c. Faculties must have relevant experience in the courses applied.

xi. Well equipped library with sufficient number of books related to the courses should be maintained.

xii. The Institute shall provide the following facilities for conduct of examinations :

a. Provides PCs for the entire batch with Good Internet connectivity for conduct of Online Examination.

b. Provide a good quality Scanner, a Laser Printer and Computer with Internet connection for examination work to the Examination Staff.

c. Provide two Technical manpower and all the required support for Server Setup and Lab setup etc. for Online Examination.

d. Provide two support staff for both Online examination and Practical Assessment.

e. Arrange Power Backup facility such as UPS, Generator for uninterrupted & smooth conduct of examination.

f. Make arrangements for Videography of the whole examination activity (continuous streaming) as and when required.

g. Provide UIDAI approved biometric devices for authentication and authorization purposes.

## 6. PROCEDURE FOR ESDM ACCREDITATION: Class A & Class B

The basic procedure for accreditation will include the following:

- i. **For Class A:** Institute (NIELIT Accredited CHM-O/A level) can apply to NIELIT using the Application Form given at Annexure-I.

ESDM Accreditation Registration fee: Rs. 6000/- + GST

Course Accreditation fee: Rs. 4000/- per course for two years + GST

Institute Inspection fee: Rs. 10000/- + GST

*(e.g. For an institute to run three courses for two years, the fee would be Rs. 28000/- + GST)*

**For Class B:** Any institute that fulfils the accreditation norms for this class, prescribed above, may apply to NIELIT using the application given at Annexure-I. The accreditation fee structure is as under

ESDM Accreditation Registration fee:

For Government Institutions Rs. 6000/- + GST

For Private Institutes: Rs. 12,000/- + GST

Course Accreditation fee: Rs. 4000/- per course for two years + GST

Institute Inspection fee: Rs. 10000/- + GST

**Note:**

- a) *All the payment should be made by Demand Draft in favour of NIELIT J&K payable at Srinagar.*
- b) *Service Taxes as applicable will be extra and should be paid along with requisite fees.*
- ii. Applicant must submit Self Certification in form of Affidavit on Stamp Paper duly notarized, supporting documents for classifying them as Class A/ Class B, Govt. technical institution, Institute setup documents (Certificate of Registration), Documents relating to Financial Position, copy of PAN, TAN, VAT, Service Tax registration etc.
- iii. All the pages of this handbook, supporting documents must be numbered, signed and stamped by the owner of the institute and should be submitted along with the application and requisite fees in form of demand draft.
- iv. After receiving the application for accreditations, a preliminary screening will be done to ensure eligibility for accreditation and necessary documents attached.
- v. All the eligible applications will be scrutinized by a Team constituted by the respective NIELIT RC for ESDM Courses according to the laid down criteria for accreditation.
- vi. The eligible Institutions will be allocated unique/special code number called the **Temp ESDM ID** by the concerned NIELIT Regional Centre (RC). All Govt. technical institutions and NIELIT CHM-O/A level accredited institutes would be provisionally accredited based on self-certification method. However, for private institutions, Inspection team will do a site-visit before awarding accreditation.
- vii. A sudden and uninformed visit to any institute may be made to verify the self certification or to ascertain the quality of training. Institute, if not found suitable after sudden and uninformed visit by the Inspection team, will be given the chance to improve in lacking area as mentioned by Inspection Team within 01 Week Time. If

institute fails to do so, its accreditation will be cancelled and payment made by the institute would be forfeited. However, for all such cases the concerned institute has to pay inspection fees again.

- viii. The Inspection Team will submit its report and recommendations to the NIELIT Regional Centre.
- ix. The recommendations of the Inspection Team will be considered by the NIELIT Regional Director and if found appropriate, provisional accreditation would be granted to the applicant institution.
- x. After provisional accreditation, the Institution is granted '**ESDM Training Partner ID' (E-TPI)**, which will be used in all future correspondence.
- xi. Once provisional accreditation is granted either in Class-A or in Class-B, the Institution is required to enter into a Memorandum of Understanding (MoU) with NIELIT Regional Center. The MoU will list out the terms & conditions for implementation of ESDM Courses an ESDM Accredited Institute for NIELIT.
- xii. *Accreditation would be valid for **TWO YEARS** only. Institutes have to apply for renewal of ESDM Accreditation one month before the expiry of existing ESDM Accreditation with inspection fee and course accreditation fees.*

## **7. KEY RESPONSIBILITIES OF AN ACCREDITED INSTITUTE**

- i. An accredited Institute can initiate admission process and classes for the validated ESDM Courses in consultation with NIELIT and State Implementing Agency(SIA).
- ii. The Accredited Institutes are expected to closely follow the guidelines set under the Notifications (Notification number: F.No.1(17)/2012-HRD(Vol. II) Dated 31.10.2013 and No. L-14011/23/2014-HRD Dated 09.12.2014) of Govt of India for the ESDM Scheme and subsequent Orders & Amendments issued in connection with the scheme.
- iii. As per the Notification of ESDM Scheme, 70% placement of candidate is an important part of the scheme. Hence, the interaction with the concerned Industries in the local areas is very important for the placement of the passouts. The training partners are expected to ensure maximum employment of their passouts.
- iv. The subsequent admissions and reimbursements of grants, if any, would be dependent upon the placement of the candidates.
- v. To conduct free and fair examinations as and when assigned.

## **8. GRIEVANCES AND REPRESENTATION, IF ANY**

In case the applicant institute is not satisfied with the decision of NIELIT regarding its accreditation, or has some grievance towards the process of accreditation, the head of the institute may represent before the **Competent Authority, NIELIT J&K** within a period of 30 days of the decision.



## 9. ESDM TRAINING COURSES APPROVED

As on date, DeitY, Govt. of India has approved a total no. of 23 training courses of NIELIT under ESDM scheme:

<u>S.No.</u>	<u>Course Name</u>	<u>Course Code</u>	<u>Course Level</u>	<u>Industry Vertical</u>	<u>Eligibility</u>	<u>Sector</u>	<u>Duration</u>
1	Installation & Maintenance of Photocopiers and Printers	NL/S/L2/C001N	L1-L2	Office Automation	8th/ITI	Service	200
2	Certificate Course in Electronic Product Testing	NL/S/L3/C002N	L3	Electronic Product Design	10th/12th Pass with Science Background	Service	360
3	Repair & Maintenance of Dental Equipment	NL/S/L3/C004N	L3	Medical Electronics	10th Pass	Service	300
4	Repair and Maintenance of Imaging Equipment (X-Ray & Ultrasound Machine)	NL/S/L3/C005N	L3	Medical Electronics	10th Pass	Service	300
5	Repair & Maintenance of ECG and ICCU Equipments	NL/S/L3/C006N	L3	Medical Electronics	10th Pass	Service	300
6	Assembly & Maintenance of Personal Computer	NL/S/L3/C010N	L3	Computer Hardware	10th/12th/ITI/Polytechnic/Diploma/Graduation	Service	240
7	Installation Technician - Computing and Peripherals	NL/S/L3/C029N	L3	IT Hardware	10th Pass	Service	200
8	Optical Fiber Splicer	NL/S/L3/C046N	L3	Telecom	10th Pass	Service	300
9	Repair & Maintenance of Power Supply, Inverter & UPS	NL/S/L4/C003N	L4	Consumer Electronics	ITI or 12th Pass	Service	350
10	Diploma in Installation & Repair of Consumer Electronics Product	NL/S/L4/C007N	L4	Industrial Electronics	10th Pass/ITI	Service	350
11	Automation Technology-Basic Level	NL/M/L4/C012N	L4	Industrial Automation	Diploma in Electronics/Instrumentation/Mechanical/Electrical(for Tech), 12th Pass with science background and affinity towards Technical	Manufacturing	240
12	Telecom Technician-PC Hardware and Networking	NL/S/L4/C014N	L4	Office Automation IT networking	10th/12th Pass	Service	350
13	Installation Repair and Maintenance of Home Appliances	NL/S/L4/C021N	L4	Consumer Electronics	10th+ITI/12th Pass, non-science graduates	Service	350
14	Solar-LED Lighting Product (Design and Manufacturing)	NL/M/L4/C022N	L4	Solar Electronics	10th/12th/ITI	Manufacturing	350
15	DTH Set Top Box Installation & Service Technician	NL/S/L4/C026N	L4	Communications Electronics	8th Pass	Service	300

16	DAS Set Top Box Installation & Service Technician	NL/S/L4/C027N	L4	Communications Electronics	8th Pass	Service	300
17	Field Technician - AC	NL/S/L4/C028N	L4	Consumer Electronics	10th Pass	Service	300
18	Field Technician - Computing and Peripherals	NL/S/L4/C031N	L4	IT Hardware	12th Pass	Service	300
19	Solar Panel Installation Technician	NL/S/L4/C032N	L4	Solar Electronics	12th Pass	Service	400
20	Field Technician - Networking and Storage	NL/S/L4/C034N	L4	IT Hardware	Diploma	Service	360
21	Wireman - Control Panel	NL/S/L4/C036N	L4	Industrial Electronics	8th Pass	Service	200
22	Circuit Imaging Operator	NL/M/L4/C038N	L4	PCB Assembly	10th Pass	Manufacturing	200
23	CCTV Installation Technician	NL/S/L4/C039N	L4	IT Hardware	10th Pass	Service	360
24	Access Controls Installation Technician	NL/S/L4/C040N	L4	IT Hardware	10th Pass	Service	300
25	Assembly Operator - RAC	NL/M/L4/C042N	L4	Consumer Electronics	10th+ITI or 12th Pass	Manufacturing	240
26	Security System Installation Technician	NL/S/L4/C044N	L4	Electronic Security	ITI/ Diploma	Service	240
27	Telecom Tower Technician	NL/S/L4/C047N	L4	Telecom	10+2 and/ or ITI, Diploma in Electrical/ Mechanical including final year candidates	Service	300
28	Handset Repair Engineer	NL/S/L4/C048N	L4	Telecom	10+2 / ITI (including final year candidates)	Service	300
29	Broadband Technician	NL/S/L4/C049N	L4	Telecom	10+2	Service	300
30	Optical Fiber Technician	NL/S/L4/C050N	L4	Telecom	10+2	Service	300
31	Telecom Embedded Hardware Developer	NL/M/L4/C055N	L4	Telecom Electronics	Diploma (including final year candidate)	Manufacturing	350
32	Telecom Network Security Technician	NL/S/L4/C057N	L4	Telecom Industry Engineer	ITI/ Diploma	Service	300
33	Data Networking Cable Technician	NL/S/L4/C069N	L4	Communications Electronics	ITI/ 12th Pass	Service	350
34	Smartphone Assembly Technician	NL/M/L4/C071N	L4	Consumer Electronics	ITI/ 12th Pass	Manufacturing	240
35	Mobile Phone Hardware Repair Technician	NL/S/L4/C073N	L4	Consumer Electronics	ITI/12th Pass	Service	360
36	RF Site Surveyor	NL/S/L4/C075N	L4	Telecom	Preferably 10+2	Service	200
37	ESM-ONE Electronic Production Technician	NL/M/L4/C076N	L4	Industrial Electronics	10th/ITI/12th year of schooling	Manufacturing	360
38	Field Technician - Other Home Appliances	NL/S/L4/C080N	L4	Consumer Electronics	10th Pass	Service	360
39	Post Diploma in Repair and Maintenance of Hospital Equipment	NL/S/L5/C008N	L5	Medical Electronics	Diploma, BSc	Service	400

40	Diploma in Repair & Maintenance of Industrial Instrumentation & Automation System	NL/S/L5/C009N	L5	Industrial Automation	ITI/Diploma/B.Sc.	Service	400
41	Embedded System Design using EIGHT-bit Microcontrollers	NL/M/L5/C016N	L5	Embedded System VLSI	3 year Diploma in Electronics/Electronics& Communication/Electrical /Electrical & Electronics/Instrumentation	Manufacturing	400
42	Post Diploma in VLSI Design, Tools and Technology	NL/M/L5/C017N	L5	Embedded System VLSI	Diploma Holder, B.Sc. Graduate	Manufacturing	400
43	Field Engineer - RACW	NL/S/L5/C030N	L5	Consumer Electronics	12th Pass/ITI	Service	360
44	Installation Engineer SDH & DWDM	NL/S/L5/C051N	L5	Telecom	Diploma (including final year candidate)	Service	300
45	Installation Engineer Layer two & Layer three	NL/S/L5/C052N	L5	Telecom	Diploma (including final year candidate)	Service	300
46	Smartphone Assembly Inspector	NL/M/L5/C072N	L5	Consumer Electronics	Diploma/ Other Graduates	Manufacturing	240

**FORMAT FOR APPLYING ESDM ACCREDITATION  
 (FOR PROVISIONAL ACCREDITATION)**

Date: \_\_\_\_\_

To

**The Director,  
 NIELIT J&K**

- SIDCO Electronics Complex, Old Airport Road, Rangreth Srinagar.
- Dr. B.R. Ambedkar Road, New University Campus, Jammu.
- Council Secretariat, Old KV Building, Leh

**Subject : Application for ESDM PROVISIONAL ACCREDITATION**

Dear sir,

My institute named \_\_\_\_\_ (herein after called "the institute") is coming under Class-A (NIELIT CHM-O/A level ACCR No. -----) / Class-B Institution as defined in clause 4(i) and 4(ii) of this handbook and I am the "Organization Head" of the institute.

I have personally ensured that the institute fulfils the norms for accreditation and has run for the adequate sessions as mentioned in this document.

I wish to apply for accreditation of the following ESDM Courses:

S.No.	Name of Course*	Course Code	Vertical
1			
2			
3			
4			

\*- Details of Courses are available on the ESDM Portal and on [www.deity.gov.in/esdm/hrd](http://www.deity.gov.in/esdm/hrd).

Before submitting this application, I have personally ensured that my institute has adequate Building, infra-structure, support staff and faculty to undertake the course. I have also ensured that the institute has linkages with the industry for placement of the candidates after successfully completion of their training. The fee for the desired courses for **two years** is as under:

**For Class A**

NIELIT CHM-O/A level ACCR No. \_\_\_\_\_ valid  
 upto \_\_\_\_\_

ESDM Accreditation Registration fee: Rs. 6000/-

Course Accreditation fee: Rs. 4000/- × (\_\_\_ courses) Rs. \_\_\_\_\_/-

Institute Inspection fee: Rs. 10000/-

GST :  
 Total Rs. \_\_\_\_\_/-

**For Class B**

Type of Institution	Government /Private
ESDM Accreditation Registration fee:	
For Government Institutions	Rs. 6000/-
For Private Institutes:	Rs. 12,000/-
Course Accreditation fee: Rs. 4000/- × (____ courses)	Rs. _____/-
Institute Inspection fee:	Rs. 10000/-
GST :	Rs.
	Total Rs. _____/-

*\*Please strike out whichever is not applicable.*

The non-refundable fee for processing of accreditation Rs. \_\_\_\_\_ is enclosed in the form of Demand Draft No. .... dated ..... issued by \_\_\_\_\_ bank in the name of "Director - NIELIT, ..... payable at \_\_\_\_\_ is enclosed.

I am aware that In the event of deliberate nondisclosure/misrepresentation of vital information or supplying misleading information by default/mistake/blunder may result in cancellation of accreditation or accreditation process instantly along with forfeiture of the fee deposited and possible punitive action as per the decision and discretion of NIELIT. Kindly, initiate the process of provision accreditation of the institute.

With regards,

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_ e-mail: \_\_\_\_\_

Seal